

**Appendix F: Mass Care Exercise Evaluation Guide (Revised)****Bluestone Dam Functional Exercise**

16 June 2012

**Mass Care (Sheltering, Feeding, and Related Services)  
Exercise Evaluation Guide (EEG) Analysis Form**

Evaluator Name/Location: \_\_\_\_\_

Email Address/Phone #: \_\_\_\_\_

**Mass Care (Sheltering, Feeding, and Related Services)***Relevant Exercise Objectives*☐ EOC Management☐ Continuity of Operations**Direct Mass Care Operations**

| Plan Ref           | Task   | Metric  | Yes | No | Time |
|--------------------|--|---|-----|----|------|
| [Name,<br>Pg/Sec#] | Conduct initial and ongoing mass care needs assessment for sheltering, feeding, and bulk distribution.<br>_____<br>_____   | Complete within 4 hours of notification of need |     |    |      |
| [Name,<br>Pg/Sec#] | Obtain information on population and location of potentially affected populations as part of planning process.<br>_____<br>_____   | [From plan]                                     |     |    |      |
| [Name,<br>Pg/Sec#] | Coordinate anticipated need for mass care services with agencies responsible for evacuation.<br>_____<br>_____   | [From plan]                                     |     |    |      |
| [Name,<br>Pg/Sec#] | Designate sites to serve as mass care facilities including shelters, feeding sites, reception centers, food preparation sites, distribution points, etc.<br>_____<br>_____ | [From plan]                                     |     |    |      |
| [Name,<br>Pg/Sec#] | Estimate numbers requiring sheltering services.<br>_____<br>_____  | Within 4 hours; updated every 24 hours          |     |    |      |
| [Name,<br>Pg/Sec#] | Estimate numbers requiring feeding services.<br>_____<br>_____   | Within 4 hours; updated every 24 hours          |     |    |      |

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|-----------------|--|--|-----|----|------|
| [Name, Pg/Sec#] | Estimate numbers requiring bulk distribution of relief items.<br><br>  | Within 4 hours; updated every 24 hours |     |    |      |
| [Name, Pg/Sec#] | Implement a daily counting and reporting system for sheltering, feeding, and bulk distribution items delivered.<br><br>                        | Every 24 hours                         |     |    |      |
| [Name, Pg/Sec#] | Activate contingency plans for shelter surge capacity, as needed.<br><br>  | [From plan]                            |     |    |      |
| [Name, Pg/Sec#] | Activate vendor agreements/MOUs/MOAs in support of mass care activities as needed.<br><br>   | [From plan]                            |     |    |      |
| [Name, Pg/Sec#] | Acquire and provide resources necessary to support mass care services.<br><br>   | [From plan]                            |     |    |      |
| [Name, Pg/Sec#] | Identify appropriate communication systems for mass care personnel and facilities.<br><br>   | [From plan]                            |     |    |      |
| [Name, Pg/Sec#] | Disseminate accurate, timely, and accessible information to the public, media, support agencies, and vendors about mass care services.<br><br> | [From plan]                            |     |    |      |
| [Name, Pg/Sec#] | Coordinate mass care services for the general population with appropriate agencies.<br><br>  | [From plan]                            |     |    |      |

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|--------------------|---|-------------|-----|----|------|
| [Name,<br>Pg/Sec#] | Coordinate with appropriate agencies on common population issues (e.g., disability, language, culture). | [From plan] |     |    |      |
|                    |   |             |     |    |      |
|                    |   |             |     |    |      |
| [Name,<br>Pg/Sec#] | Coordinate mass care services for companion animals and owners with appropriate agencies.               | [From plan] |     |    |      |
|                    |   |             |     |    |      |
|                    |   |             |     |    |      |

| Activity Analysis   |
|---|
| <b>Observations (Each bullet will need a completed AAR input form.)</b>   |
| Strengths   |
| <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>   |
| Areas for Improvement   |
| <ul style="list-style-type: none"> <li>• <ul style="list-style-type: none"> <li>– Root Cause</li> </ul> </li> <li>• <ul style="list-style-type: none"> <li>– Root Cause</li> </ul> </li> <li>• <ul style="list-style-type: none"> <li>– Root Cause</li> </ul> </li> </ul> |
| Additional Observations: _____  |
| _____   |
| _____   |
| _____   |
| _____   |

**Establish Shelter Operations**

| Plan Ref           | Task   | Metric      | Yes | No | Time |
|--------------------|--|-------------|-----|----|------|
| [Name,<br>Pg/Sec#] | Determine whether areas are located in a safe area as determined by appropriate government agencies. | [From plan] |     |    |      |
|                    |  |             |     |    |      |
|                    |  |             |     |    |      |

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|--------------------|---|----------------|-----|----|------|
| [Name,<br>Pg/Sec#] | Provide regular updates on shelter needs and capacity.<br><br><br>  | [From<br>plan] |     |    |      |
| [Name,<br>Pg/Sec#] | Coordinate provision of mass care services within the shelter.<br><br><br>  | [From<br>plan] |     |    |      |
| [Name,<br>Pg/Sec#] | Coordinate provision of shelter support services with appropriate agencies.<br><br><br>   | [From<br>plan] |     |    |      |
| [Name,<br>Pg/Sec#] | Coordinate dissemination of information about locations of different kinds of shelter, including companion animal shelters, general population shelters, and functional and medical support shelters.<br><br><br> | [From<br>plan] |     |    |      |

**Activity Analysis****Observations (Each bullet will need a completed AAR input form.)**

## Strengths

- 
- 
- 

## Areas for Improvement

- - Root Cause
- - Root Cause
- - Root Cause

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| Activity Analysis              |
|--------------------------------|
| Additional Observations: _____ |
| _____                          |
| _____                          |
| _____                          |
| _____                          |
| _____                          |
| _____                          |